

## Renfrewshire Council

To: Renfrewshire Licensing Board

On: 17th June 2019

Report  
by  
Clerk to the Licensing Board

### Statement of Income and Expenditure 2018-2019

#### 1. Summary

- 1.1. The purpose of this report is to seek the Board's approval of the draft Statement of Income and Expenditure (hereinafter "Statement") attached at Appendix 1 for publication. The requirement to publish an annual Statement was introduced in 2017.

#### 2. Background

- 2.1 Section 56(2) of the Air Weapons and Licensing (Scotland) Act 2015 introduced a new requirement into the Licensing (Scotland) Act 2005 ("the 2005 Act") that the Licensing Board, on an annual basis, publish an annual report detailing the Licensing Board's relevant income and expenditure in the previous financial year. "Relevant income" currently includes income received in connection with the Board's liquor licensing function and "relevant expenditure" includes expenditure incurred by the Board, the Council and the Licensing Standards Officers. The Statement also requires to contain an explanation of how the amounts set out in it have been calculated.
- 2.2 The annual Statement setting out the Board's income and expenditure for the financial year to 31<sup>st</sup> March 2019 requires to be published by 30<sup>th</sup> June 2019.
- 2.3 The Board's approval of the Statement at Appendix 1 is now sought to enable the above requirement to be met.

#### 3. Recommendations

It is recommended that the Board –

- 3.1 Agree publication of the report attached at Appendix 1.



Kenneth Graham  
Clerk to the Licensing Board

## APPENDIX 1

### Renfrewshire Licensing Board

#### INCOME AND EXPENDITURE REPORT (2018-2019)

#### Licensing (Scotland) Act 2005, Section 9B

##### Income

Income (liquor licensing fees)	£204,097
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##### Expenditure

Staff costs- LSO	£31,881
Staff costs- Other	£135,018

Other Expenditure	£90,304
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Total Expenditure	£257,203
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Difference- income and expenditure (deficit)	(£53,106)
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##### Note

The income shown above is referable to the financial year 2018-2019. Within that year, Renfrewshire Licensing Board received 4 applications for premises licences, 6 for provisional licences, 59 for extended hours, 20 for major variation, 133 for minor variation, 33 for transfer, 1 for major variation with transfer, 4 for minor variation with transfer, 126 for personal licences (grant), 95 for personal licence (renewals), 544 for occasional licences and 7 for confirmation of a provisional premises licence.

The staff costs shown reflect the proportion of staffing costs attributable to the liquor licensing function based on the time spent by those staff involved in liquor licensing.

The other expenditure includes supplies and services and other overheads, including the central administrative support (including accountancy and payroll services) and other miscellaneous costs attributed to the liquor licensing function such as employee costs (other than salaries) and travel. The central administrative support costs have required to be estimated at this stage on the basis of the costs incurred in the year 2017-2018.